

**United States District Court
District of Oregon**

EMPLOYMENT OPPORTUNITY

Position Title: **Audio-Visual, Data & Telecommunications
Project Manager**

Salary Range: \$55,341-\$89,977

Opening Date: June 19, 2003

Announcement Number: 03-02

Closing Date: Close of business on June 30, 2003

Location: Portland, Oregon

Funding available through September 30, 2003; continuation of funding subject to Congressional approval.

Position Overview:

Incumbent will provide substantive engineering analysis, recommendations, advise, specifications, project management, and coordination among all concerned parties on matters relating to the planning, design, acquisition, contract administration, and installation/implementation of A/V-visual, voice and data systems for federal courthouses.

Incumbent will specify, design, document, procure components for, assemble, test, implement, maintain, and train others in the use of A/V and teleconferencing systems that support evidence presentation and communications in courtrooms and conference rooms.

Incumbent will function as liaison between the Court and its A/V, data and voice communications consultants, reviewing and respond to submittals in consultation with court managers.

Qualifications:

A Bachelor's degree plus three years of AV and/or telecom analysis/design experience required. Applicant must possess and demonstrate in-depth knowledge of current trends in A/V technology, low-voltage cabling, and show successful recent work in needs analysis and systems design and construction. Preference will be given to applicants who offer expertise in voice, video and data telecommunications.

Application Procedure:

Qualified persons are invited to submit a letter of interest, a detailed chronological resume including educational, employment, salary history, and at least three references who may be contacted by the Clerk. The Clerk of Court may wish to conduct a background investigation prior to selection of the applicant.

Application materials will be accepted until close of business on June 30, 2003. Please submit materials to:

**A/V Vacancy
Human Resources Division
Office of the Clerk
740 United States Courthouse
1000 SW Third Avenue
Portland, Oregon 97204**

The United States District Court is an Equal Opportunity Employer

The United States District Court for the District of Oregon is a federal trial court within the Judicial Branch of the federal government. The District's geographic jurisdiction covers an area in excess of 96,000 square miles and encompasses the State of Oregon.

The District Court consists of five District Judges; six active Senior District Judges; six Magistrate Judges; one part-time Magistrate Judge; the Office of the Clerk of Court; the U.S. Probation Office; the U.S. Pretrial Services Office; and the U.S. Public Defender's Office.

The headquarters for the Court are located in Portland. Staffed divisional offices are located Portland, Eugene, and Medford.

The Clerk's Office, under the direction of the Clerk of Court, serves as the primary administrative office for the District and employs a staff of 62 deputy clerks. The Clerk's Office is responsible for a wide variety of administrative functions including: case administration; courtroom and juror services; record management; appeals processing; human resources and development; budgetary and financial operations; space and facilities management; information technology; and property and procurement.

Employees of the United States District Court serve under "Excepted Appointments" and are considered "at will" employees. Federal Civil Service classifications or regulations do not apply; however, court employees are entitled to the same benefits as other Federal Government employees.

Employees of the Clerk's Office accrue 13 days paid vacation for the first 3 years and 10 paid national holidays. Optional participation in Federal health, life, long-term disability and dental programs is also available. In addition, the Clerk's Office employees are part of the Federal Employees Retirement System and the Thrift Savings Plan.

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Conditions of Employment:

Applicants are advised that false statements or omissions of information on any application materials or the inability to meet the following conditions may be grounds for non selection, withdrawal of an offer of employment, or dismissal after being employed:

- The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which actions may occur without prior written or other notice.
- All information is subject to verification and background investigation.
- Duty station assignments are at the discretion of the Clerk of Court.
- Participation in the interview process will be at the applicant's own expense.
- This position is subject to mandatory electronic fund transfer (EFT) participation for payment of net pay (i.e., Direct Deposit).
- Pursuant to the Immigration Reform Act of 1986, selection is contingent upon providing proof of being legally eligible to work in and for the United States. Acceptable documentation includes a U.S. Passport; original or a certified birth certificate issued by a state, county, or municipal authority; a certificate of U.S. Citizenship; Alien Registration Receipt Card; and an authorized photo identification such as a state driver's license, school identification card, or U.S. Military identification card.
- If selected for first-time appointment to a position in the District of Oregon, you may be required to complete a probationary period of employment. Failure to successfully complete the probationary period may result in termination of employment.
- In the event that a position becomes vacant in a similar classification, within a reasonable time of the original announcement, the Clerk of Court may elect to select a candidate from the applicants who responded to the initial announcement without posting the position.
- Relocation expenses will not be provided.